FEDERAL CITY PERFORMING ARTS ASSOCIATION
BOARD OFF DIRECTORS MEETING
Saturday, August 8, 1992
New York Avenue Presbyterian Church

MINUTES

Directors:	Present:	Brayton, Dorr, Fiorito, Gibb, McClelland, Payich, Streit, Winter, Wolfe, Ziskind
	Absent:	Madigan, Moore, Shaw (no proxies assigned)
Guests:		Buhrman, Herman, Holloway, Korpon, Rivard

The meeting was called to order at 3:00 p.m.
[This meeting was the conclusion of the annual Board Management Workshop]

FINANCIAL REPORT (See attached notes)

1. McClelland reviewed the P & L for fiscal 92. This is the material that will go to the auditors for the 92 audit.

2. McClelland presented the revised budget figures for 1993.

3. Ticket Prices -- McClelland presented some proposed changes in the prices for individual tickets and season tickets. (See attached notes). There was extended discussion that focused on the format for group sales and the discount for season tickets. Ziskind raised questions about the Group Sales format as proposed. He suggested that the discount start after the ninth ticket. McClelland noted that it is his goal to push season tickets for the coming year. He noted that this takes the pressure off the members for selling each concert. Herman noted that the price structure works against season tickets. Dorr noted that one incentive for buying season tickets is to guarantee a seat for one of the MOW concerts. Streit suggested that some bonus system for members selling season tickets might be a possibility. Holloway suggested that for some of our audience, price is never an issue. Maybe we need to look to other groups for guidelines on pricing. We can double our season ticket holders, but the increase in price is a dis-incentive. Herman pointed out that the season ticket brochure needs to be a quality marketing piece. Payich asked as to what was the question. McClelland responded: To decide on ticket prices. Herman noted that the 40% increase in season tickets was too great of an increase. Brayton noted that we did a ticket price roll-back in 1989.

Motion: That we accept the ticket pricing structure as proposed by McClelland with a 20% discount for

season tickets and a group sales discount of 10% after 9 tickets. Motion: Brayton, Second: Gibb. Motion approved.

4. McClelland reviewed some notes on cash balance. (attached) He noted that he will need to borrow 12K to 15K to cover summer expenses until dues income starts to come in October. He noted that the approved budget includes a total of $25K payback to the Dudley Fund. Buhrman suggested pushing up the cutoff date for the early dues payment discount. Herman noted that in the past the later date for this cut-off was set to accommodate the attrition that happens in the first weeks of the season. McClelland pointed out that there is no income for July. This is a recurring problem with the Chorus when we have no cash reserve. McClelland has sent out statements to members who still have outstanding receivables balances. Brayton asked if the proceeds from the stock sale had been received. McClelland noted that they have been received and deposited. Brayton cautioned board members to not put an unduly negative spin on the current financial picture--we are not bankrupt. Herman noted that this is a common problem for arts organizations.

CALENDAR (draft attached)

Streit distributed a provisional calendar for the 1992-93 season. The first issue was to be a regular time and date for a monthly board meeting. He suggested continuing on Friday evenings. After several other options were explored, the group consensused to meeting on Friday evenings at 7:30 p.m., usually in the middle of the month. The first meeting will be Friday, September 18, 1992 at 7:30 p.m. at a site to be determined. Because of the press of time, the Board agreed to defer discussion and Gibb agreed to coordinate the assembly of a revised calendar that would include tentative board meetings

COMMITTEE RESPONSIBILITIES

Streit distributed "Board of Director Guidelines." (attached) Streit asked board members to seriously consider their role and responsibilities as a board member. He reviewed the list of committee assignments (attached) and indicated that he will be contacting individual committee heads in the coming days. He expects that they will have monthly meetings and will submit written reports 10 days prior to the scheduled board meetings. He reminded members that we need the committees to do the work. The board cannot be expected to carry the full burden of the operation of the chorus. He encouraged committee heads to set up their committees, get going, set time-lines. He cited the work on the membership handbook as a good example of a project that has been organized, involved many people and expects to generate a product that will serve us well.

Motion to adjourn: Gibb, Second: Brayton Passed.
Meeting adjourned at 3:57 p.m.
Next Meeting: Friday, September 18, 1992, 7:30 p.m.
Site to be determined.

Submitted by: Richard A. Dorr
FCPAA Secretary
August 14, 1992